

Minutes

Kingston Fire District
Board of Wardens Meeting
27 June 2013

Present: Wardens Donald Cobb, Sandra Koerner, Elizabeth McNab, Vincent Rose and Ina Sciabarrasi. Also, present were Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre, Major Stephen Baker - Interim Director of Public Safety & Emergency Management URI, Chief Nathan Barrington, DC Thomas Reed and District Manager Jodi Hall.

Absent: There was no one from the public present.

Call to Order: President Cobb called the Board of Wardens Meeting to order at 6:40 pm.

Information/Comments/Questions from the Public: There was no one from the public present.

Motion: Rose made and Sciabarrasi seconded a motion to accept Minutes from the Budget Hearing and Wardens Meeting on 04/18/13.

The minutes were reviewed. There were no further questions.

The motion passed unanimously.

Tax Collector's Report:

Motion: Sciabarrasi made and Rose seconded a motion to accept the Tax Collector's Report.

Mendillo presented the Tax Collector's Report. She reviewed the list of properties with delinquent taxes. Discussion was held regarding delinquent business taxes. Letters will be going out to businesses for the annual business license inspections and businesses with past tax due will be informed of the amount due and will be requesting payment of the taxes, as well as the business license fee, when inspection is done. Reed will be touching base with Lynn at the Town of South Kingstown with regard to the business licenses. Mendillo and Hall will be meeting with the Town of South Kingstown sometime in July/August with regard to the new software. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

URI Report:

Motion: Koerner made and Rose seconded a motion to accept the URI Report.

Cobb, and all present, congratulated Baker on getting the position of Director of Public Safety. Baker presented the URI Report. He informed the Board that the plan for the Plains Road Project will be to have Plains Road closed off to the curb the week of July 18th. He will advise KFD if this will, indeed, be happening. It was noted that the traffic will be heavy this weekend due to the soccer tournament. Sciabarrasi asked Baker about the gun incident. Baker informed the Board that there will be having more open forums with regard to the same when the students are back in September. He also mentioned that the process is moving forward with regard to the Campus Police carrying weapons. They will be having recruits go to an academy. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

Chiefs' Report:

Motion: Sciabarrasi made and McNab seconded a motion to accept the Chiefs' Reports.

Barrington presented his report. Barrington informed the Board that the Interview Committee for the Deputy Chief position came to a unanimous decision to request the appointment of Captain Christopher DeGrave as Deputy Chief, effective July 1, 2013. Cobb added that he was on the Committee and stated that DeGrave is a well-qualified candidate and would be an added benefit to the District Chiefs' Office. Mendillo asked what his responsibilities would be and Barrington explained that the focus of his responsibilities will be training and recruitment and retention.

The Emergency Phone in the lobby has been repaired.

Barrington informed the Board that there was no reply to the advertisement for the RFP for the new vehicles and presented the numbers that we were able to get from Hurd and MHQ. Mendillo asked what the Van was for. Barrington replied that traditionally we move vehicles down as we replace them. Currently, that would be the Expedition which requires many repairs and really is not worth keeping. We will be getting \$5000 for the trade-in. We have also determined that we do need a vehicle around the Station for transportation to training and it will also be a good vehicle to utilize for Decon.

Barrington advised the Board that it looks like the law suit will be starting up another round as E-One changed attorneys. He told them he will talk to them when he gets back from vacation.

The specifications for Ladder 2 will be ready by late July. Therefore, we should be able to award the bid by August/September.

Barrington talked to the Board about the new House Law to levy taxes for Fire Districts. There is potential to put exemptions in the Bill. He has been talking to Sen. Sosnowski about this tax levy. He feels the General Assembly wants to correct things due to some Fire Districts being improperly managed. With this law if we had to go over the percentage we would have to ask permission from the State. On another note, we have met with Ahlborg in order to limit the false alarms due to workmen on campus. They willingly paid a \$1500 fine and will be working to rectify the issue. There were no further questions with regard to Barrington's report.

Reed presented his report. We are continuing planning and preparations for the Regional Soccer Tournament this weekend and the upcoming Hot Air Balloon Festival. In order to rectify the miscommunication with the University with regard to using the Ruggles House for training a waiver needs to be signed. It is in the contract, however, we will sign it in order to continue training. There were no further questions.

The motion passed unanimously.

Motion: Rose made and Koerner seconded a motion to appoint Captain Christopher DeGrave as Deputy Chief.

The motion passed unanimously.

Treasurer's Report:

Motion: Rose made and Koerner seconded a motion to accept the Treasurer's Report.

Lefebvre presented the Treasurer's Report. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report: There was not update. The meeting on May 23rd was cancelled.

Next Meetings:

- August 22, 2013 at 9:00 a.m.
- October 24, 2013 at 9:00 a.m.

New Business:

- **Election of President, Vice President and Secretary of the Board of Wardens:**

Motion: McNab made and Sciabarrasi seconded a motion to nominate Cobb as President of the Board of Wardens.

The motion passed unanimously. Cobb abstained.

Motion: Cobb made and Koerner seconded a motion to nominate Sciabarrasi as Vice President of the Board of Wardens.

The motion passed unanimously. Sciabarrasi abstained.

Motion: Sciabarrasi made and McNab seconded a motion to nominate Koerner as Secretary of the Board of Wardens.

The motion passed unanimously. Koerner abstained.

- **Review of Warden Assignments for 2013-2014:** Sciabarrasi will continue to serve on the Finance Committee. There was no further discussion. No motion was made.
- **Appointment of new Deputy Chief:** The motion appointing the new Deputy Chief was made during the Chief's report. Cobb will be sending out a letter advising the appointment of the new Deputy Chief. There was no further discussion. There was no motion made.
- **Bid for multi vehicle purchase:** This was discussed in the Chief's report. There was no further discussion. There was no motion made.

Old Business:

- **Radio Service Contract – microwave link:** There has been no further progress. Sciabarrasi thought we were waiting for an Agenda from the Town. It was asked if the current system could be fixed and how much it would cost. There was no further discussion. There was no motion made

Communications: There were no communications. No motions were made.

Information: Sciabarrasi informed the Board that she will be out of the Country and therefore out of contact from July 12th through the 22nd. No motion was made.

Next Meetings:

- July 25, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- August 22, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 26, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 24, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 14, 2013 at 6:30 PM at the KFD Station – Workshop
- December 12, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

Motion: Rose made and Sciabarrasi seconded a motion to adjourn the meeting.

The meeting was adjourned at 7:57 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall
District Manager